



# Punjab Government Gazette

## EXTRAORDINARY

*Published by Authority*

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CHANDIGARH, TUESDAY, JULY 12, 2022 (ASADHA 21, 1944 SAKA)

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### GOVERNMENT OF PUNJAB

#### DEPARTMENT OF TRANSPORT

(Transport-II Branch)

#### NOTIFICATION

The 12th July, 2022

**No. 10/14/2022-1T2/705.-** As per rule 42 of Central Motor Vehicles rules 1989 *"No holder of trade certificate shall deliver a motor vehicle to purchaser without registration, whether temporary or permanent"*.

Under sub-section 2(b) of section 65 of Motor vehicles Act 1988 the State Government has power to make rules regarding *"the appointment , functions and jurisdiction of registering and other prescribed authorities;"*

Under sub rule 1-A of rule 33 of the Punjab Motor Vehicles Rules , 1989 *"[(1-A) For the purpose of registration of non-transport vehicles on first sale under sub-sections(3),(5) and (6) of section 41 of the Motor Vehicles Act,1988 from a dealer holding valid trade certificate, the Government may empower conditions as may be specified from time to time by it any such dealer who holds a degree from any recognized university]"* .

In pursuance of **Rule 42 of the Punjab Motor Vehicles Rules 1989**, Government of Punjab has already issued terms and conditions vide notification number 8/1/98-1T2/1107 dated 28th June 2011 regarding **Motor Vehicles Dealers to issue Temporary Certificate of Registration in respect, of motor vehicles on first sale in the State of Punjab .**

- a) Now while delivering the new motor vehicle to the purchaser at the time of first sale, motor vehicle dealers are authorised to issue Registration Certificate temporary or permanent through VAHAN web portal.
- b) The temporary registration mark shall be issued electronically only to those motor vehicles purchased by the vehicle owner for registration in other State/UT of India as per prevailing rules.

- c) All the motor vehicle dealers who are holding a valid Trade Certificate they will be called Special Registering Authorities.
- d) The motor vehicles dealer will follow all the terms & conditions / Standard Operating Procedure (SOP) issued by the Department from time to time.

Motor Vehicles shall be issued Temporary/Permanent Registration Mark through VAHAN web portal at the time of first sale by the dealers in the state of Punjab. The following terms and conditions and procedure is hereby laid down for the purpose:—

1. The Transport Department, Government of Punjab has created the enabling framework for registration of new non-transport vehicle on within 48 hours after fitment of High Security Registration Plates through Special Registration Authority cum Motor Vehicle Dealer in Punjab at the point of sale itself.
2. During this process, the Special Registration Authority cum Motor Vehicle Dealer shall ensure the following:—
  - i. The new vehicle has obtained type approval from the agency authorized under Rule 126 of the Central Motor Vehicles Rules, 1989 and from Department of Transport, Punjab for registration of that vehicle model in the State of Punjab, for which the Motor Vehicle Tax is to be realized as per latest notifications and as amended from time to time issued by Govt. of Punjab. VAHAN web portal shall allow only type approval and authorized vehicles.
  - ii. The new vehicle to be delivered to the purchaser is not a stolen/re-sold vehicle. Further, the new vehicle is not mechanically defective and complies with the requirement of Motor Vehicles Act, Rules and instructions made there under from time to time.
  - iii. The purchaser/applicant has furnished accurate particulars in the application for the registration of the vehicle and has furnished all supporting documents issued by the competent authority as may be required and that there is no reason for the refusal of the registration of the vehicle.
  - iv. Where the new motor vehicle is held under hire purchase agreement, lease, hypothecation with any bank or finance company, the full name and address of the Bank or finance company should be incorporated legibly/prominently in Form No. 20 and 21.
3. No new Non Transport vehicle which is sold by the dealer (trade certificate holder) to any native of Punjab, shall be driven/taken out of the showroom unless a permanent Registration mark is allotted and High Security Registration Plate is affixed to the vehicle by the dealer, through VAHAN web portal.
4. The Special Registration Authority cum Motor Vehicle Dealer should have a valid Trade Certificate. In case of expiry of Trade Certificate, the motor vehicle dealer shall not be allowed to initiate the process of temporary/ permanent registration in the system.
5. Each Special Registration Authority cum Motor Vehicle Dealer shall be provided with a unique login id and password in VAHAN web portal by applying for the same on the annexed **Form A** which shall serve as his identification to access the portal of Department of Transport.
6. The dealer shall have to deposit a sum of amount mentioned below as interest free, as surety:

Sr.No	Type of Motor Vehicle Dealership	Interest free Surety Amount(refundable) in Rs.
1	Two Wheeler Dealership	1,00,000
2	Four Wheeler Dealership	5,00,000

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Note: The existing four wheeler Motor vehicle dealers who had already deposited Rs 1,00,000 as surety amount, are required to deposit balance surety amount within 30 days of issuance of this notification along with proof of existing deposit, in case of non-compliance their user credentials on VAHAN 4.0 may be blocked.

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The surety amount can be forfeited and penalty may be imposed up to the existing sale price of the vehicle, in case of any violation of the terms & conditions or loss to the State Exchequer.

7. In order to maintain uniformity in the ex-showroom prices of vehicles in the state, the vehicle manufacturers shall ensure to upload the ex-showroom price on the Homologation portal on regular basis. The dealer shall enter the data related to the vehicle on the VAHAN web portal. He shall enter the chassis number, engine number and all the details regarding Chassis shall be auto populated from the Homologation data base. (Homologation database is a repository of all vehicle models/variants manufactured by the vehicle Manufacturers in India whose credentials are provided by Ministry of Road Transport & Highways and National Informatics Centre). Special Registration Authority cum Motor Vehicle Dealer shall not be able to modify the details fetched from Homologation portal including vehicle details and ex showroom price and GST. VAHAN web portal shall not allow any kind of modification or editing to the Special Registration Authority cum Motor Vehicle Dealer on data fetched from Homologation portal.
8. Form No. 20, 21 and invoice shall be printed from the portal and duly signed by purchaser and thereafter following documents or any other documents as may be prescribed in the CMVR, 1989 or by the State Government from time to time shall be uploaded at 200 DPI(Dots per inch) resolution by the Motor Vehicle Dealers after duly verification in DMS (Document Management System) module on the VAHAN web portal : —
  - i. Form No. 20 complete in all respects
  - ii. Form No. 21 (Sale letter)
  - iii. Form No. 22 (Road worthiness Certificate)
  - iv. Sale Invoice
  - v. Chassis tracing
  - vi. Fees/Tax receipt
  - vii. Self-Deceleration form(Motor Vehicle Dealer & Applicant)
  - viii. Insurance certificate
  - ix. Proof of FASTag
  - x. HSRP acknowledgement receipt
  - xi. Special Registration Mark or reserved number fees(opt)
  - xii. Receipt of cow cess (if applicable)
  - xiii. Certificate of inspection approved by dealer
  - xiv. Address proof (if vehicle owner opt out for Aadhaar services )
  - xv. Photo of new vehicle with affixed High Security Registration Plate

xvi. Others (any other document recommended by the Department of Transport)

9. The relevant information and documents to be uploaded shall be duly verified by the Motor Vehicle Dealers thereafter for online registration of vehicles, it shall be mandatory for the Motor Vehicle Dealers to collect the taxes/fees from the purchaser and deposit them through VAHAN web portal in Cyber Treasury developed by Department of Finance, Government of Punjab or a payment gateway integrated by Govt. of Punjab with VAHAN web portal via means of credit card, debit card, internet banking, money vault, UPI or any other mode as approved by the Central Government, at Motor Vehicle Dealers end only. The fee/taxes, user charges and postal fees shall include the following or any other fees/taxes as defined by the Government from time to time:--

- i. Temporary Registration fee in case of other state vehicles Hypothecation as per prevailing rules.
- ii. fee, if applicable
- iii. Motor Vehicle Tax & Cess
- iv. User charges
- v. Postal Fees
- vi. Any other charges defined by the Govt. from time to time

The fees/taxes, user charges, postal fees shall be collected online in VAHAN web portal on real time basis. After confirming the transaction, receipt shall be generated at dealer end in VAHAN web portal 4.0, which shall be handed over to the purchaser. The permanent registration mark/ temporary no. must be issued only after payment of all fees/taxes applicable in the state.

10. All forms, applications and documents (including data entry) filled through VAHAN web portal for vehicle registration shall be authenticated (verified) through e-signature such as Aadhaar verified/ authenticated as specified under the provisions of the Information Technology Act, 2000 (21 of 2000) and approval shall be granted electronically by the Special Registration Authority cum Motor Vehicle Dealer. Login credentials and e-sign shall be Aadhaar based. The High Security Registration Plate (HSRP) shall continue to be affixed on the vehicle by the Motor Vehicle Dealers, as per the HSRP notifications issued by the MoRTH Govt of India. The smart card of registration certificate will be printed at Centralized Card Personalization Centre (CCPC) and delivered through India Post speed post services.
11. Motor Vehicle Dealer cum Special Registering Authority shall register the vehicle after fetching the demographic data of buyer from Aadhaar Data base. The proof of residence shall not be required in case of individuals who are seeking registration of vehicle in Punjab through Aadhaar, but in case the applicant does not hold Aadhaar or does not want to use his Aadhaar, the physical file will be processed as per existing DMS (Document Management System) module of VAHAN and approved by concerned Registering Authority of jurisdiction with valid address proof as per rule -4 of CMVR, 1989. Only after such approval, a registration certificate will be generated and the Motor Vehicle Dealers will get the vehicle registered at his own end.
12. In case of companies and societies, the ownership shall be based on the name of assessee in the PAN Card of Punjab, the physical file will be processed as per existing DMS (Document Management System) module of VAHAN and approved by concerned Registering Authority of jurisdiction with valid

address proof as per rule -4 of CMVR,1989. Only after such approval, a registration certificate will be generated and the Motor Vehicle Dealers will get the vehicle registered at his own end.

13. Permanent registration Mark as allotted shall finally be approved by the concerned Special Registering Authority cum Motor Vehicle Dealership within 48 hours of fitment of High Security Registration Plates on the basis of documents submitted by the vehicle owner, verified and uploaded by the Motor Vehicle Dealers on the VAHAN web portal and the approval shall be conveyed to the Applicant online on same day and the Motor Vehicle Dealers shall obtain confirmation of name address, mobile number and other particulars from owner by his signatures. However, the Motor Vehicle Dealers shall be fully responsible for the authenticity of all the relevant papers uploaded, verified and approved by him on VAHAN web portal .
14. The Motor Vehicle Dealer (Trade Certificate holder) shall issue a Certificate of Inspection on the prescribed performa on the annexed **Form B** and upload it on VAHAN web portal to satisfy the Registering Authority about the physical inspection of the vehicle before issue of the registration certificate.
15. No additional charges/amount shall be realized by the dealer from the purchaser of the vehicle for the allotment of temporary/permanent registration number, deposition of online tax/fee and processing and approval of application as aforementioned. The Motor Vehicle Dealer shall also undertake to abide by all the terms and conditions issued on this behalf by the Department of Transport, Government of Punjab, from time to time.
16. The Motor Vehicle Dealer must prominently display on a 2'X3' SQFT display board, the applicable fees, Motor Vehicle taxes, user charges, postal fees & cow cess (if applicable) or any other charges as notified/defined by the Government(Central & State) from time to time being charged by them from purchasers. The display board should be placed at conspicuous places i.e., Reception counter, Vehicle Display area, Sale counters and the places where vehicles are delivered.
17. There will be an automatic check in the VAHAN web portal to ensure processing (payment of fees, taxes, uploading of documents through Document Management System in VAHAN & registration mark assignment ), verification and approval of file (Aadhaar enabled service and after submission of verified and approved documents by applicant to Motor Vehicle Dealers ) by the Special Registering Authority cum Motor Vehicle Dealer within 48 hours after fitment of High Security Registration Plate on Vehicle, otherwise the Login ID of concerned motor vehicle dealership may be temporarily suspended for one week in VAHAN web portal .
18. Motor Vehicle Dealer shall ensure due diligence of all regulatory requirements and rules made there under provisions of Motor Vehicles Act 1988, Central Motor Vehicles Rules 1989,Punjab Motor Vehicles Rules 1989,Punjab Motor Vehicle Taxation Act 1924,Punjab Motor Vehicles Taxation Rules 1925 and their amendments made from time to time. Further, in case any of the Motor Vehicle Dealer is found involved in registration of vehicle(in case of approval at Motor Vehicle Dealer end) without Aadhaar(in case of individual)/PAN card(in case of firms) as the case may be, strict action shall be initiated in such cases and penalty may be imposed up to the existing sale price of the vehicle.
19. The registration marks from the current activated series in VAHAN web portal will be frozen by the special Registering Authority online and the same number will be allocated subsequently. If a vehicle owner willing to get reserved numbers(fancy) as mentioned at Sixth Schedule under rule 42 A of the Punjab Motor Vehicles Rules, 1989 that are to be e- auctioned weekly in rolling e- auction as per

notification, he shall be allowed for registration certificate for the motor vehicle sold by the Motor Vehicle Dealers after successfully getting reserved number and submission of allotment letter to Motor Vehicle Dealer along with the Registration fee, HPA fee(if applicable), Motor Vehicles Tax, user charges and postal fees ,etc. In such case Motor Vehicle Dealer shall not deliver vehicle to the purchaser without affixation of High security Registration Plate of registration mark assigned. The vehicle owner shall coordinate with the Motor Vehicle Dealer regarding delivery of the vehicle as mapping of the reserved number must be done with in stipulated time ,as per notification no 10/51/2017-1T2/1163 dated 19th October 2020 and its amendments from time to time.

20. If a vehicle owner wants to get any registration mark of choice(out of turn number) other than notified as reserved number( fancy registration number),within the District, where he resides or place of business where the vehicle is normally kept he is required to deposit Rs 5000/- reserved fees and in case of registration mark of choice obtained from another District, instead of the District where he resides or place of business where the vehicle is normally kept. he is required to deposit Rs 10,000 reserved fees as per notification no 10/51/2017-1T2/1163 dated 19th October 2020 and its amendments from time to time. In case of vehicle registered through his motor vehicle dealership, It will be responsibility of the motor vehicle dealer, to ensure submission of reserved fees by purchaser as per terms & conditions mentioned above.
21. The Vehicle owner can download his virtual/digital RC after approval on same day in mPariVAHAN & digilocker mobile apps , motor vehicle dealer shall make vehicle owner aware about virtual/digital documents that can be downloaded in above mentioned mobile apps as a valid proof of document.
22. Special Registration Authority cum Motor Vehicle Dealer can issue Temporary Registration certificate electronically in Form 23B as specified in rule 53B of CMVR 1989 immediately on receipt of application for temporary registration along with requisite fees as specified in rule 81 of CMVR 1989,only in case the motor vehicle is being registered in any other State/UTs of India, shall be made electronically on the Portal by the owner to any Registering Authority or other authority as may be prescribed by the State Government .However, the new vehicle purchased by the vehicle owner from other State/UTs will be registered in concerned Registering Authority for which temporary registration mark is issued.
23. This system shall be used for registration of vehicles purchased through CSD, but not applicable for imported Vehicles and for vehicles purchased outside the state but being registered in the state, in that case they shall continue to be registered at the level of the Registration Authority.
24. After registration of the new vehicle, the digital ( coloured scanned) copy of original files which shall deemed to be official record shall be kept by the Motor Vehicle Dealer in safe custody, which can be recalled as and when required by the Transport Authorities. In case of default, legal action shall be taken as per section 204 in the Indian Penal Code, 'Destruction of document to prevent its production as evidence'.
25. If a motor vehicle owner wants to get the registration number of his old vehicle to be retained on his newly purchased vehicle, in that case vehicle owner shall first get approval from the concerned Registering Authority of Punjab(the Registering Authority where old vehicle is registered ) and submit the approval to the motor vehicle dealer for retention of old registration mark, processed and approved by the concerned Registering Authority (the Registering Authority where old vehicle is registered ) of Punjab .

26. In case of change/closure of business, the Motor Vehicle Dealer shall give three months prior notice and all the digital (coloured scanned) copy of the original files relating to registration of vehicle shall be handed over to the concerned Registering Authority under proper receipt. In case of default or not handing over the official record to the concerned registering authority which shall be an offence for not producing official record and legal action shall be taken as per section 204 in the Indian Penal Code Destruction of document to prevent its production as evidence’.
27. The Motor Vehicle Dealer shall indemnify, defend and hold the State Government including its officers and employees harmless against any and all proceedings (including litigation/proceedings regarding registration marks assigned by them after approval), actions and third-party claims for loss, damage and expenses of whatever kind and nature arising out of this work. The Motor Vehicle Dealer cum Special Registering Authority shall be accountable before the Court of Law for registration of new vehicle. The Motor Vehicle Dealer shall fully indemnify and defend the State Government including its officers, employees from and against any and all loss and damages arising out of or with respect to failure of the Motor Vehicle Dealer to comply with Applicable Laws, rules and regulations.
28. The Motor Vehicle Dealer shall submit a complete monthly report of new vehicles registered by him with information regarding taxes, fees and any other charges (as defined by the Department from time to time) deposited against each vehicle in the O/o Registering Authority of his jurisdiction and also ensure compliance of CMVR 1989 and its amendments from time to time. Registering Authority will ensure reconciliation of taxes, fees and any other charges paid by the motor vehicle dealer with IFMS receipts by Section Officers/officials. The concerned Secretary RTA/SDM shall supervise the activities of the registration of the Motor Vehicles by the Dealers in their respective jurisdiction.
29. Every Motor Vehicle Dealer cum Special Registering Authority shall go through financial audit, technical Audit, work flow audits, inspections, including tax/fees surprise checks, physical stock audits by Registering Authority (Secretary RTA or SDM) Punjab, finance officer or any other officer empowered by the State Transport Commissioner, Punjab.
30. There shall be electronically access to the data of the new vehicle registration applications processed/ approved by the Special Registering Authority cum Motor vehicle Dealer to the Registering Authorities of the Punjab, State Transport Commissioner, Punjab and Finance Officers or any other officer/official as desired by State Transport Commissioner, Punjab for effective monitoring.
31. In case of any dispute, State Transport Commissioner or officer authorized by him will decide the matter, If the Motor Vehicle Dealers are not satisfied with the decision of the State Transport Commissioner, Punjab they may file an appeal to the Secretary to Govt. Of Punjab, Department of Transport within 30 days of decision made by the State Transport Commissioner. The decision made by Secretary to Govt. Of Punjab Department of Transport or officer authorized by him shall be final in this case.
32. In case of non-compliance, violation or breach of any of the terms and conditions of this notification & other relevant provisions of the Act, show cause notice will be issued to that Motor Vehicle Dealer cum Special Registering Authority, to reply within 7 days and if the furnished reply is not found satisfactory the concerned Registering Authority (Secretary RTA or SDM) can recommend suspension as well as licence cancellation and forfeiture of surety amount deposited by Motor Vehicle Dealers and impose penalty up to the existing sale price of the a vehicle, to State Transport Commissioner.



33. In case of any technical issue regarding online payments made by the Motor Vehicle Dealers, they may contact on IFMS, Punjab Helpline Number: +91-82787-73662 or email: at ereceipt.ifms@punjab.gov.in for resolution.

Chandigarh  
The 12th July, 2022

Sd/-  
**VIKAS GARG**  
Secretary to Government of Punjab  
Department of Transport



**FORM-A**  
**GOVERNMENT OF PUNJAB**  
**TRANSPORT DEPARTMENT**  
**APPLICATION FOR REGISTRATION OF VEHICLES BY THE DEALER**  
**UNDER DEALER POINT REGISTRATION SYSTEM IN VAHAN**

To

State Transport Commissioner  
 SCO-177-178, Sec 17 C  
 Chandigarh -160017

Photo

1. Name of the Firm/Owner .....
  2. Father's Name .....
  3. E-mail Address .....
  4. Postal Address.....  
 .....  
 .....  
 .....
  5. Contract :  
 a. Telephone No .....  
 b. Mobile No.....  
 c. Email Id.....  
 c. Dealer of following Type of Vehicles
- A (a) .....  
 (b) .....  
 (c) .....
- B. Trade Certificate No .....

I undertake that I shall abide by all conditions of the department.

Date:

Name of Applicant

Place:

(Seal &amp; Signature)

(For office use only)

M/s.....is  
 hereby registered under the Dealer Point Registration System. The applicant has been issued  
 the user name .....

Rejected for the following reasons :

.....  
 .....  
 .....

(Name &amp; Signature)

**FORM A-1 Authorization Letter for Aadhaar Authentication**

I do hereby the authorize the following employees working in my Motor vehicle Dealership.....(Name of the Dealership).....located at ...(address of the dealership)for Aadhaar based verification of the documents uploaded on the VAHAN web application for assignment of registration mark to new vehicle/s

## 1) Details of the employee 1

- a) Name ..... Father's Name.....  
 b) Address .....  
 c) Aadhaar Number .....  
 d) Mobile Number .....

Photo of  
employee 1

## 2) Details of the employee 2

- e) Name ..... Father's Name.....  
 f) Address .....  
 g) Aadhaar Number .....  
 h) Mobile Number .....

Photo of  
employee 2

I do here by affirm that in case the above employees left the dealership , I will share the details of other employees authorized for Aadhaar verification on same day .I undertake that I shall abide by all terms & conditions of the department.

Date:

Place:

Name of Applicant

(Seal &amp; Signature)

**FORM-B****Certificate of Inspection to be issued by the Dealer**

Dealer Code No:

Dealer's Name :

Dealer's Address :

Certified the following vehicles sold and delivered by us to

Chassis  
tracing

1) Vehicle Owner's Name .....

Address .....

2) On dated .....

Complied with the provisions of the Motor Vehicles Act, 1988 and the rules made thereunder

3) Type of vehicle .....

4) Brand name of the vehicle .....

5) Chassis Number .....

6) Engine number .....

(Meter number in case of battery vehicle)

7) Sale Invoice No. ....

8) Sale Certificate (Form No. 21) .....

9) Sale Certificate date.....

10) Ex-showroom price of the vehicle sold .....

11) Emission norms .....

12) Fuel .....

13) No. of Cylinder .....

14) In case of CNG/LPG operated vehicle

(a) Tank/Cylinder Number.....

(b) Vaporizer Number .....

It is further certified that:

(i) The particulars contained in the application (Form 20 ) are true.

(ii) This vehicle is originally delivered from the manufacturer to us.

(iii) This vehicle has been sold to the person as new vehicle whose name and address is mentioned above.

I hereby declare that what is stated hereinabove is true to the best of my knowledge and I believe the same to be true.

Signature and the seal of the dealer.

**Instructions:**

- Pencil print of the chassis number must be obtained in the specified space and the dealer or its authorized person must put his signature and stamp.
- To be checked and filled after physical inspection only by the authorized dealer or its authorized person.